

NIH PAY AND APPOINTMENT AUTHORITIES FOR SCIENTISTS

DEFINITIONS:

Total compensation = annual rate of base salary, locality pay, 3Rs, 2Rs, PCA, PSP, salary increases based on performance, cash awards, and performance bonuses

Discretionary Increases =

PCA [Title 5, Title 42 209(f) & (g) & Special Expert (SE) by exception]	Quality Step Increases [Title 5]
PSP - PSP discretionary changes ≤ \$30,000 [Title 38]	Rank Awards [SES]
Performance Bonuses ≤ 10% base salary [Title 42 209(f) & (g), SBRS, SE]	Performance Awards [SES]
Cash Awards ≤ \$10,000 [Title 5, SES, ST/SL, SBRS, Title 42 209(f) & (g), SE]	2Rs - Up to 25% of base pay [Title 42 209(f) & (g), SE]
3Rs - Up to 25% of base pay, must be approved by higher level IC official than the requesting/recommending official [Title 5, SES, ST/SL, SBRS]	
Salary Increases Based on Performance [Title 42 209(f) & (g), SBRS, SE] - For SBRS, at least one year must have elapsed since the initial SBRS appt	

APPROVAL AUTHORITIES DELEGATED TO IC DIRECTORS:

Initial appointments, conversions to new or different appointments, or promotions when total compensation is ≤ GS-15/10 (\$114,224) **or cumulative discretionary increases** within the preceding 52-weeks are ≤ \$30,000 [Applies to employees & recruits under Title 5, Title 5 with Title 38 pay, Title 42 209(f) & (g), Special Expert (SE)]

IPA Agreements when total NIH portion is ≤ GS-15/10 (appointments or details to NIH)

Performance Bonuses ≤ \$10% [SBRS, Title 42 209(f) & (g)] and **Cash Awards ≤ \$10,000** [Title 5, SES, ST/SL, SBRS, Title 42 209 (f) & (g)] when total compensation is > GS-15/10 and ≤ \$200,000 & cumulative discretionary increases are ≤ \$30,000 within the preceding 52-weeks

Reassignments and renewals of appointments with no change in total compensation [Title 5, Title 5 with Title 38 pay, Title 42 209(f) & (g)]

Discretionary Increases: renewals with no change in the **rate** of discretionary increase provided the amount of total compensation is ≤ \$200,000 (ICs must reduce the **rate** of discretionary increase when total compensation would exceed \$200,000) [Title 5, Title 5 with Title 38 pay, Title 42 209(f) & (g)]

Non-discretionary Increases e.g., Step Increases, PSP Length-of Service

APPROVAL AUTHORITIES RETAINED BY THE DIRECTOR, NIH:

Initial appointments, conversions to new or different appointments, & any discretionary increase (s), except for Performance Bonuses and Cash Awards within IC's delegated authority above, when total compensation is > GS-15/10 (\$114,224) & base salary ≤ \$200,000 [Title 5, Title 5 with Title 38 pay, Title 42 209(f) & (g)]

Discretionary Increases regardless of total compensation when cumulative increases within the preceding 52-weeks are > \$30,000, and base salary is ≤ \$200,000

SES, ST/SL: all annual pay adjustments

SBRS appts & initial salary ≤ EX-II (\$145,100); or initial salary > EX-II for federal employees whose current compensation is ≥ EX-II

IPA Agreements when total NIH portion is > GS-15/10 (appointments or details to NIH)

Performance Bonuses: > 10% NTE 20% of base salary [Title 42 209(f) & (g), SBRS]

Non-discretionary increases: comparability increases [Title 42 209(f) & (g), SBRS, ST/SL]

APPROVAL AUTHORITIES RETAINED BY THE SECRETARY:

Initial appointments, transfers, or reassignments of SES, ST/SL, SES equivalent positions in other pay systems

Initial appointments & cumulative discretionary increases when base salary is > \$200,000 [Title 42 209(f) & (g)]

Initial SBRS base salary > EX-II (\$145,100): for outside hires, & for federal employees whose current compensation is < EX-II

Approved _____/s/_____ 8/10/01 _____
Director, OHRM Date